

## ADAMS CITY COUNCIL COMMITTEE REPORT

The Policy & Procedure Committee was called to order on May 14, 2015 at 5:30 p.m.

On roll call were members: Hanson, Marti and Roseberry.

Others attending were Mayor LaQueue, Clerk Winters and Bob Berry

**Motion by Roseberry, Second by Marti to approve the minutes of the March 12, 2015 meeting as printed. All voted aye.**

**Petitions & Communications:** none.

### Agenda Items

Discussion on Well Head Protection Ordinance. Bob Berry stated the City should have an ordinance for enforcement. He will ask Andrew Asleen from WRWA to attend the next meeting and will get sample ordinances for review.

Discussion/Recommendation Relating to Ordinance 08-2015 Amending 3-3-7 Destruction of Records. Additional verbiage was discussed as well as asking the District Attorney her opinion.

Discussion/Recommendation Relating to Fee Schedule – Park Fees for Non-Profit Organizations.

**Recommendation by Marti, Second by Roseberry to approve the Fee Schedule Resolution. All voted aye.**

Discussion/Recommendation Relating to Ordinance Amendment - Government and Administration - Mayor; Common Council. Discussion was held and will be reviewed further at the next meeting.

Discussion Relating to NIMS Training. Discussion was held on the training for Elected Officials.

Discussion/Review Personnel Administrative Handbook. It was discussed to start reviewing the handbook in sections.

Discussion/Review Relating to Ordinance Codification. The committee decided to focus on the Personnel Administrative Handbook first.

**Motion by Roseberry, Second by Marti to adjourn. All voted aye.**

Dawn Hanson/jlw

Committee Chairperson

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**NEXT COMMITTEE MEETING: June 11<sup>th</sup> – 5:15 p.m.**

**Agenda Items:**